



**JOB OPPORTUNITY  
DEPARTMENT OF CORRECTIONS  
WHITTLESEY ROAD  
P.O. BOX 863  
TRENTON, NJ 08625**



**THIS POSTING IS ONLY OPEN TO THE FOLLOWING:**

- ☐ Current Department of Corrections employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- ☒ Employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- ☐ Interested individuals who meet the stated requirements

**Issue Date:** June 24, 2016

**Posting No.:** 190-16

**TITLE:** Auditor Accountant Trainee **SALARY:** \$41,230.15 - \$43,094.21

**LOCATIONS:** Northern State Prison, Business Office – Newark, NJ

**JOB DESCRIPTION:** As a trainee and productive worker, does the work involved in making field and office audits, evaluating program objectives and effectiveness, appraising the utilization of fiscal resources, and/or in keeping financial records and reports in a state department, institution, or agency; does related work.

**REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college with a Bachelor's degree, including or supplemented by \*twenty-one (21) semester credit hours in professional accounting courses which may include courses in municipal and government accounting.

**NOTE:** Possession of a valid Certificate as a Certified Public Accountant or registration as a Public Accountant issued by the New Jersey State Board of Accountancy may be substituted for the required degree in accounting.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

**\*\*\*\* Qualified candidates will be granted interviews on a first-come, first served basis. \*\*\*\***

**PLEASE INCLUDE RESUME, POSTING TITLE AND NUMBER, \*AND COPY OF TRANSCRIPTS IF APPLICABLE (UNOFFICIAL COPIES ARE ACCEPTABLE) IN YOUR RESPONSE. ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT ONLY. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN July 11, 2016.**

Forward Response To:

Martin Hayes, Technical Assistant Personnel  
Regional Personnel Services, Region 2  
East Jersey State Prison  
Lock Bag "R"  
Rahway, NJ 07065

**Emailed resumes are to be sent only to:**

**Martin.Hayes@doc.nj.gov**